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OL FMD WEEKLY REPORT

PERIOD ENDING 13 JULY 1988

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

Mr. Harold Vogel, sculptor, is scheduled to move the dedication plaque from the 1D corridor of the Original Headquarters Building (OHB) to the 4th floor lobby of the New Headquarters Building (NHB) on 14 and 15 July. Mr. Vogel will also be working on the 4th floor lobby area mounting the bas relief of former director Casey in that same area. [redacted]

Report to
DDA not to
withhold
details

hold

2. Major Events that Have Occurred During the Preceding Week:

a. Status of South Side Chilled Water Lines: Operations, FMD/OL, is preparing a final report on the south side chilled water line. The report will summarize efforts to date and make a recommendation for future actions. [redacted]

b. Parking and Traffic Management: On 7 July, FMD gave the 95 percent review comments on the West A parking lot expansion to Smith, Hinchman & Grylls (SH&G). The only issue remaining to be resolved is SH&G's recommendation to maintain a separate truck entrance to facilitate removal of approximately 75,000 cubic yards of dirt. FMD is awaiting Headquarters Security Division, Office of Security, response to this issue. [redacted]

c. On 6 July, the Contracts Staff, FMD/OL, issued to seven potential bidders an Invitation for Bids for the installation of a wet pipe sprinkler system in the Original Headquarters Building (OHB). The work is part of the Headquarters Backfill Program to renovate the OHB. Bids must be submitted by 9 August. The estimated price range for the work is between \$250,000 and \$500,000. [redacted]

d. On 8 July, the Contracts Staff, FMD/OL, issued to seven potential bidders an Invitation for Bids for the removal of asbestos in the GC03 and 1D04 space in the OHB. The work is part of the Headquarters Backfill Program to renovate the OHB. Bids must be submitted by 4 August 1988. The estimated price range for the work is between \$25,000 and \$100,000. [redacted]

Report when
available

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25X1 e. As of 11 July, about 50 percent of the Office of Technical Service (OTS) has been moved into the NHB. No significant problems have surfaced to date. [redacted]

25X1 f. On 6 July, the Mail & Courier Branch (M&CB), ^{FML}FMD/OL, commenced service to the OTS Information Service Center (ISC), located in 2S83 (second floor, North tower, NHB). This is the first ISC to be opened for service in NHB. Commencing 18 July, all offices now located in NHB will receive mail service exclusively through that ISC. [redacted]

25X1 g. Scattergood-Thorne Property Renovation: The main house and guest house at Scattergood-Thorne are currently being surveyed to replace the windows with new energy efficient windows which will also maintain the current appearance of the houses. [redacted]

25X1 h. Jogging Track Project: On 6 July, FMD received the final design drawings for the fence and jogging track from Dewberry & Davis. Dewberry & Davis prepared the contract documents to go to Long Fence Co. to begin construction. The contractor is scheduled to begin work the week of 11 July. [redacted]

25X1 i. Child Day Care Center Project (CDCC): Preliminary construction drawings and revised master plan drawings showing the location of the CDCC were submitted to the National Capital Planning Commission (NCPC) on 5 July. The firm of SAIC is scheduled to submit final construction drawings for Agency review on 14 July. NCPC reports that master plan and construction drawings will be reviewed with the Council of Government and Fairfax County officials. [redacted]

25X1 j. As reported last week, the 9 July scheduled domestic water outage on the north half of the OHB was accomplished without difficulty. The outage affected all rest rooms, labs, and water fountains. [redacted]

25X1 k. Waste Disposal: Mechanical specifications for the system have been received for review. Sixty-five percent construction drawings are scheduled for 12 July. No information has been received from the Virginia State Air Pollution Control Board concerning application for permit. [redacted]

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*of hope we
are taking of all
photos of all
areas before
people move
in.*

1. FMD reports that Generator No. 7 had control problems which caused instability in the voltage regulator system. Generators No. 2, 4, 5, and 8 are operational and have been in the automatic standby mode. They also have some minor voltage regulator problems that were corrected. A final system test will be performed the week of 11 July to validate proper system operation. [REDACTED]

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m. Significant Art/Interior Design Projects: The Interior Design Staff placed planters filled with a variety of artificial plants in all OTS open plan offices. Accent painting of those rooms was completed prior to the move-in. [REDACTED]

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n. Interim results from M&CB discussions with senior representatives from most of the ISCs/Registries located within Headquarters Building indicate the ISCs/Registries are very pleased with M&CB service; the two mail runs per day is sufficient; and, no problems have been encountered with the change in distribution procedures for daily newspapers, although it has increased the ISCs/Registries workload. [REDACTED]

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o. Significant Construction Projects: Work has begun on redesign of the Counterterrorism Fusion Center in 6F21, OHB. Design Branch, FMD/OL, met with component representatives on 8 July and received a schedule of dates for completion of the various phases of the renovation. [REDACTED]

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p. As part of the Motor Pool Branch (MPB), FMD/OL, program to improve the level of customer service, MPB has implemented a new fleet maintenance program and has adopted the procedures of commercial dealerships in the servicing of vehicles. Customers will be notified of their appointments for servicing and provided with a copy of the Vehicle Job Order describing the repair work performed. [REDACTED]

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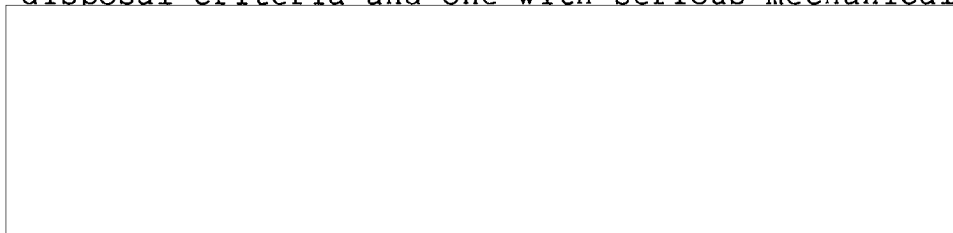
3. Upcoming Events:

None.

4. Management Activities and Concerns:

The Building Services Branch (BSB), FMD/OL, has applied for a wavier to the deadline date to purchase 2 new trucks. This will upgrade the fleet by replacing a vehicle that meets the disposal criteria and one with serious mechanical problems.

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Chief
Facilities Management Division

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